

Fresh Fruit and Vegetable Program Training

School Year 2018

FFVP Awards- SY 2018

- 165 schools awarded at \$50.00 per student
 - Free and reduced: 54.39%
- Less schools applied compared to SY 2017
 - 189 vs. 205 schools
- Two new schools participating



FFVP Addendums 2018

- Uploaded to annual participation in NEO
 - Under “supplemental attachments”
 - One addendum per district
- Grant awards found under 2018 FFVP Usage Report in NEO
 - Effective October 2017-September 2018
- List of participating schools on website



New Funding Structure

- FFVP funding will align with federal fiscal year
 - October 1st- September 30th
- Maine DOE received additional funds for schools to operate in September 2017
 - **2017** FFVP Usage Report
 - Grant Balance (Oct-June)= funds available
 - Unused funds from last year in process of being added



September 2017 Funds

Fiscal Year **2017** District **RSU 59/MSAD 59** [View Report](#)

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FFVP Usage Report

Filter Criteria :

Fiscal Year	District	As Of
2017	RSU 59/MSAD 59	9/6/2017 10:34:27 AM

District	School	Grant Amount		Grant Balance		Grant Usage %		Total Usage
		Jul - Sept	Oct - June	Jul - Sept	Oct - June	Jul - Sept	Oct - June	
RSU 59/MSAD 59	Madison Elementary School	\$904.91	\$10,923.99	(\$245.09)	\$631.86	127.08%	94.22%	96.73%
RSU 59/MSAD 59	Madison Junior High School	\$775.08	\$9,356.63	(\$209.92)	\$568.22	127.08%	93.93%	96.46%
	Total	\$1,679.99	\$20,280.62	(\$455.01)	\$1,200.08	127.08%	94.08%	96.61%

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FFVP Applications

- SY 2017 first year applications completed in NEO: FFVP Participation Listing
- Changes in mind for next year:
 - Signatures as part of submitted application
 - Create own signature page
 - Show current application status



Criteria for Participation



To be selected for the FFVP, a school must:

- ❖ Participate in the NSLP
- ❖ Be an elementary school or combination of grades K-8
- ❖ Priority given to the highest percentage of students certified for free and reduced-price benefits



General FFVP Program Parameters

FFVP must be:

- provided during the school day; separate from the breakfast or lunch meal
- offered to all students
- **serve a minimum of 2 days per week**

Reminders...

- Fruits may ***not*** have accompanying fruit dips
- Vegetables may have dips - *Must be low fat and portion controlled*
- *Cooked vegetables are allowed one day per week*



Nutrition Education

- Nutrition education component is required with cooked vegetables
- Handout “fun facts” to teachers to review in the classroom or for students to say over morning announcements
 - Fact sheets available on Child Nutrition website
- Use free or low cost resources from Team Nutrition
 - Keep in mind FFVP funds cannot be used



ZUCCHINI

Zucchini, *Cucurbita pepo*, is a member of the cucumber and melon family. Zucchini is also called a courgette (by mainly French and some English-speaking countries).

Zucchini can be dark or light green. The flower of the zucchini plant is also edible.

The world's largest zucchini on record was 69½ inches long, and weighed 65 pounds, grown by Bernard Lavery of Plymouth Devon, UK.

The word *zucchini* comes from the Italian *zucchino*, meaning small squash. Zucchini has its ancestry in Central and South America, where people have been eating it for several thousand years. The zucchini we know today is a variety of summer squash developed in Italy in the 15th century. The Italians brought them to the United States in the early 20th century.

Small to medium sized zucchinis are the most flavorful; and the darker the skin, the richer the nutrients.



Did you know? A zucchini has more potassium than a banana!



Zucchini is a good source of B vitamins, vitamin A, vitamin C, potassium, magnesium, and manganese.



Nutrition/Food Education Partners

- Maine Agriculture in the Classroom
- UMaine Cooperative Extension
- Local hospitals
- Food Corps service members
- Let's Go! 5210
- Maine SNAP-Ed Program



Maine SNAP-Ed Program











- Nutrition educators work with low income schools ($\geq 50\%$ or more free and reduced) to incorporate nutrition education into the classroom
- Pick a Better Snack (PABS) program
 - Aligns nicely with FFVP
 - Lesson plans and food tasting- K through 3rd grade
 - Bingo cards, fact sheets, newsletter and poster



Pick a **better snack**™



2016-2017 School Year Schedule

Month	Category	Tasting	Alternate Tastings
September	Melon	Cantaloupe 	Honeydew, Watermelon
October	Root Vegetable	Sweet Potato 	White Potato, Carrots, Beets, Turnip, Parsnip
November	Berries	Berries 	Grapes
December	Flower Vegetables	Broccoli/ Cauliflower 	Artichoke
January	Citrus	Orange/ Clementine 	Grapefruit, Blood Orange, Lemon/lime
February	Vine Vegetable	Peppers 	Tomato (including grape/cherry), Cucumber
March	Tropical Fruit	Mango 	Pineapple, Papaya
April	Stem Vegetables	Asparagus 	Celery, Rhubarb
May	Berries	Strawberry 	Blueberry, Raspberry, Blackberry
June	Leafy Greens	Spinach 	Kale, collard greens, lettuce



Connecting with Maine SNAP-Ed

- To request a class: <https://www.mainesnap-ed.org/programs-classes/>
- If do not hear back email: mainesnap-ed@une.edu



Buying Locally

- Support farm to school efforts by purchasing fresh fruits and vegetables from growers and farmers in your community
- FFVP is a great way to start a Farm to School program
 - Greater flexibility with budget
 - Build relationships with farmers/growers
 - Maine Harvest Lunch Week 2017
 - September 18-22, 2017



Publicizing the FFVP

- Press releases
- Menus
- Newsletters
- Posters
- Morning announcements



Common Findings with FFVP

- Sanitation issues:
 - Improper covering of food (wrap or in container)
 - Improper use of gloves/tongs
- Program not being monitored properly
 - Excessive leftovers /food waste
 - **Financial management**



Best Practices

- Know what happens when food leaves the kitchen
 - Food service is responsible for the program
- Ensure the person running the program is well trained as well as teachers
- FFVP site monitoring form helps address these issues
 - Required to complete before February 1st



SCHOOL NUTRITION PROGRAM
FRESH FRUIT AND VEGETABLE PROGRAM SITE MONITORING REVIEW

AGENCY/DISTRICT NAME:		DATE OF REVIEW:	
SITE/SCHOOL NAME:			
What time are the items prepared?		What time are the items served?	
Today's FFVP Menu:			
	YES	NO	
1. Is the FFVP offered during the school day?			
2. Is the FFVP offered outside of breakfast and lunch serving times?			
3. How many times a week is the FFVP offered at this site?			
4. Is the FFVP widely publicized at this site? Describe all methods:			
5. How many classrooms were observed as part of this review?			
6. Describe how the FFVP items are being served to students on the day of this review.			
7. Did the teacher participate in the tasting of the item(s)?			
8. Did nutrition education take place on the day of the review? If so, what type?			
9. Are proper sanitation practices being used in the classroom? Describe:			
10. How are leftovers handled?			
11. Have teachers been trained on program requirements? If so, when and by what method?			
12. Is corrective action required?			
13. If you answered YES to question #12, what is the corrective action? When will it be corrected and by whom? Explain:			

**Complete by
February 1st of
each year!**

**Mark your
calendars**



Avoid Food Waste

- Communication, communication, communication!
- Leftover fruits and vegetables can be served during lunch (not part of the lunch meal)
 - Place on sharing table for all students
- Save and use for snack at a later time (students only)
 - Bring to nurses office or main office



Operating Funds vs. Administrative Funds

Operating funds include:

- Fruits and Vegetables*
- Labor to prep
- Labor to serve
- Supplies
 - napkins,
 - bowls,
 - cutting boards
 - paring knives
 - serving trays, etc.

**The majority of the FFVP allocation is to be spent on fresh fruits and vegetables.*

Administrative funds ** include:

- Labor to Order Product
- Labor to schedule
- Labor to prepare claim
- Large equipment purchases such as coolers/refrigerators
 - *Must be prorated if used in other programs*
 - *Need permission from DOE*

*****Administrative funds are limited to 10% of the total grant amount at each FFVP school.***



Claiming for the FFVP

- File FFVP School Detail each month
- Keep all back-up documentation on-site to support the monthly claim for both the Operating Expenses and the Administrative Expenses
 - *Paperwork must be kept for 3 years plus current*



Reimbursement FFVP School Details

District Name: AUBURN PUBLIC SCHOOLS
School Name: Park Avenue Elementary School
Month/Year: 4/2015

School FFVP Details

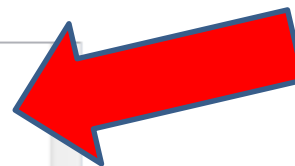
Revision #:0	
Operational Costs	
Food:	\$1165.60
Labor:	\$437.07
Other:	\$0.00
Total:	\$1602.67

Administrative Costs	
Equipment:	\$0.00
Labor:	\$110.65
Other:	\$0.00
Total:	\$110.65

Products Purchased Revision 0 :

grapes, apples, banana, oranges,
strawberry, carrots,

**Make sure to include
products purchased!**



FFVP Monthly Claim

Fiscal Year: 2016 Effective Month: April District: Caswell Public Schools View Report

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Reimbursement - FFVP Monthly Claim

Filter Criteria :

School Year	Effective Month	District
2016	April	Caswell Public Schools

As of: [5/16/2016 3:48:29 PM]

			Operational Costs							Administrative Costs							FFVP Total
			Food		Labor		Other		Total	Equipment		Labor		Other		Total	
			Jul - Sept	Oct - June	Jul - Sept	Oct - June	Jul - Sept	Oct - June		Jul - Sept	Oct - June	Jul - Sept	Oct - June	Jul - Sept	Oct - June		
District	School	Effective Month															
Caswell Public Schools	Dawn F Barnes Elementary Sch	4/2016		\$198.56		\$0.00		\$0.00	\$198.56		\$0.00		\$0.00		\$0.00	\$0.00	\$198.56
		Totals		\$198.56		\$0.00		\$0.00	\$198.56		\$0.00		\$0.00		\$0.00	\$0.00	\$198.56
Grand Total				\$198.56		\$0.00		\$0.00	\$198.56		\$0.00		\$0.00		\$0.00	\$0.00	\$198.56

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Budgeting Tips

- Weekly budget
 - Take # weeks of school/allocation
- Monthly budget
 - Take # months/allocation
- Communicate with staff to avoid over or under spending



YouTube video

Maine Department of Education

“Budgeting in the Fresh Fruit and Vegetable Program (FFVP)”


<https://www.youtube.com/watch?v=p0wkkqUuYlts>



FFVP Usage Report

Fiscal Year: District:

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FFVP Usage Report

Filter Criteria :

Fiscal Year	District	As Of
2016	Caswell Public Schools	5/16/2016 3:45:30 PM

District	School	Grant Amount		Grant Balance		Grant Usage %		Total Usage
		Jul - Sept	Oct - June	Jul - Sept	Oct - June	Jul - Sept	Oct - June	
Caswell Public Schools	Dawn F Barnes Elementary Sch	\$175.31	\$1,577.81	\$0.31	\$178.58	99.82%	88.68%	89.80%
	Total	\$175.31	\$1,577.81	\$0.31	\$178.58	99.82%	88.68%	89.80%

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Tips to Spend your Allocation

- Kick-off assemblies or tasting days
- Conduct a mid-year review of spending
 - Refer to the FFVP Usage Report
- Increase the number of serving days
- Charge labor to FFVP (admin or operational)



Resources



- *Child Nutrition Website:*
<http://www.maine.gov/doe/nutrition/programs/ffvp/>
- *“Fresh Fruit and Vegetable Program, A Handbook for Schools”*
<http://www.fns.usda.gov/sites/default/files/handbook.pdf>
- *NEO Nutrition Reports*
<https://neo.maine.gov/DOE/neo/core/>



Questions?

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